

INSTRUCTIONS FOR COMPLETING THE PRIMARY LIST OF COLLEGES

- It is very important that you invest the time to complete this list accurately and thoroughly in preparation for your Junior Conference. You will utilize Naviance to complete the chart.
- In order to make this process as simple and clear for you as possible, below are step-by-step instructions and suggestions for completing the Primary List of Colleges chart. As we have discussed, you should consider things like (among other factors):
 - Selectivity of school
 - Majors offered
 - Geographic location
 - Size of institution
 - Cost
 - Sports and activities
- Complete the top section of the Primary List of Colleges worksheet that is labeled *My Profile*.
- Select the four colleges you intend to research.
- Before you log into Naviance, note the following:
 - Definitions for “Safety,” “Target,” and “Reach” can be found on pages 6 and 7 of the *Naviance Training* packet.
 - Your completed chart should include at least one safety school, two target schools, and a reach school.

STEP-BY-STEP INSTRUCTIONS		ON THE CHART, COMPLETE ITEMS:
1	Select the four colleges you intend to research.	A
2	Click on the <i>Colleges</i> Tab, then type the name of the school into the search box on the left and type in the name of the school. Note the location.	B
3	Click on the name of the college. Enter average GPA from the <i>How You Compare</i> section (this is the average GPA of Ridge students who were accepted).	C
4	Note the average, combined SAT score of accepted Ridge students (both 1600 and 2400 scale) and the average ACT score.	D-E
5	Beneath the <i>How You Compare</i> section, find the section labeled <i>Application Deadlines</i> . Note the Admission Plan types and deadlines (ED, EA, RD, Priority, etc.)	F
6	To the right of that section, under <i>General Information</i> , enter student enrollment.	G
7	Above the <i>Application Deadlines / General Information</i> sections, there is a small, gray button labeled <i>Admissions</i> . Click on it. Under <i>Admissions Qualifications / Freshmen</i> , see which standardized tests are required or recommended.	H
8	Determine the percentage of students accepted in general of the college. Look under <i>Percent Accepted</i> in the <i>Total Applications</i> field	I
9	Beneath that, in the right column, find the section labeled <i>Test Score Ranges</i> . Note the average scores for standardized tests.	J-L
10	Scroll to the bottom and find the <i>High School Academics Subjects</i> section. Enter the number of years required/recommended for each subject.	M-Q
11	Click on the small, gray button labeled <i>Financial Aid</i> (next to the <i>Admissions</i> button). Enter the <i>Estimated Tuition Information</i> . Pay attention as to whether this is an in-state or out-of-state school.	R
12	Above the <i>How You Compare</i> section, click on the <i>School Stats</i> link. Look all the way to the right, and note the total percentage of accepted students for Ridge.	S
13	Click the <i>Back to College Profile</i> link at the top. Click on the <i>Graph</i> link (next to the <i>School Stats</i> link) and view the scattergrams. Use your GPA and test scores to make the determination as to whether it is a safety, target or reach school.	T

SAMPLE

PRIMARY LIST OF COLLEGES
Complete for Your Individual Junior Conference

SAMPLE

Student Name:	Sara Student	Counselor:	Mrs. Ridge
----------------------	--------------	-------------------	------------

My Profile	My Mid-Year, Junior Year GPA	3.4	Number of 5 credit courses I will have in each subject (including Senior Year)	English	4
	My Best SAT Critical Reading Score	550		World Language	3
	My Best SAT Math Score	560		Math	4
	My Best SAT Writing Score	540		Science	4
	My Best ACT Composite Score	25		Social Studies	3.5

A	Name of college?	Bucknell	James Madison	Ithaca	Kutztown
B	Location?	Lewisburg, PA	Harrisonburg, VA	Ithaca, NY	Kutztown, PA
C	Average GPA of accepted Ridge students?	3.96	3.41	3.37	2.83
D	Average combined SAT of accepted Ridge students?	1334/1600 2016/2400	1175/1600 1745/2400	1159/1600 1718/2400	1024/1600 1518/2400
E	Average ACT score of accepted Ridge students?	29	25	24	21
F	Admissions plans and deadlines?	RD 1/15, ED-I 11/15, ED-II 1/15	RD 1/15, EA 11/1, PR 11/1	RD 2/1, ED 11/1	RD 7/1 (Rolling)
G	Enrollment?	3,508	17,657	6,442	9,725
H	SAT Subject Tests required?	No	No	No	No
I	Overall percentage of students admitted?	31.39%	61.4%	68.96%	65.21%
J	SAT CR Middle 50% Average?	630	565	585	485
K	SAT Math Middle 50% Average?	670	580	580	490
L	ACT Combined Middle 50% Average?	29	24	25	20
M	Req./Rec. Years of English?	4 req./rec.	4 req./rec.	4 req./rec.	4 req./rec.
N	Req./Rec. Years of WL?	2 req./4 rec.	2 req./3 rec.	2 req./rec.	2 req./rec.
O	Req./Rec. Years of Social Studies/History?	2 req./rec.	2 req./4 rec.	3 req./rec.	4 req./rec.
P	Req./Rec. Years of Math?	3 req./4 rec.	4 req./rec.	3 req./rec.	4 req./rec.
Q	Req./Rec. Years of Science?	2 req./3 rec.	3 req./4 rec.	3 req./rec.	4 req./rec.
R	Estimated Tuition?	\$42,112	\$16,436	\$33,630	\$14,150
S	Percent of Ridge applicants admitted?	35%	65%	68%	79%
T	Safety, Target or Reach?	Reach	Target	Target	Safety

PRIMARY LIST OF COLLEGES

Complete for Your Individual Junior Conference

Student Name: _____	Counselor: _____
----------------------------	-------------------------

My Profile	My Mid-Year, Junior Year GPA		Number of 5 credit courses I will have in each subject (including Senior Year)	English	
	My Best SAT Critical Reading Score			World Language	
	My Best SAT Math Score			Math	
	My Best SAT Writing Score			Science	
	My Best ACT Composite Score			Social Studies	

A	Name of college?				
B	Location?				
C	Average GPA of accepted Ridge students?				
D	Average combined SAT of accepted Ridge students?				
E	Average ACT score of accepted Ridge students?				
F	Admissions plans and deadlines?				
G	Enrollment?				
H	SAT Subject Tests required?				
I	Overall percentage of students admitted?				
J	SAT CR Middle 50% Average?				
K	SAT Math Middle 50% Average?				
L	ACT Combined Middle 50% Average?				
M	Req./Rec. Years of English?				
N	Req./Rec. Years of WL?				
O	Req./Rec. Years of Social Studies/History?				
P	Req./Rec. Years of Math?				
Q	Req./Rec. Years of Science?				
R	Estimated Tuition?				
S	Percent of Ridge applicants admitted?				
T	Safety, Target or Reach?				

